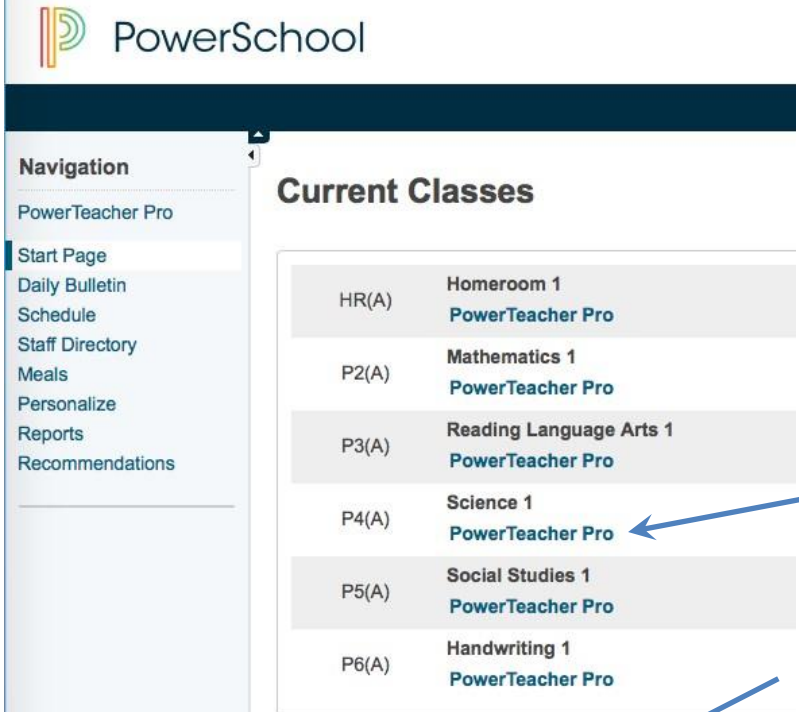
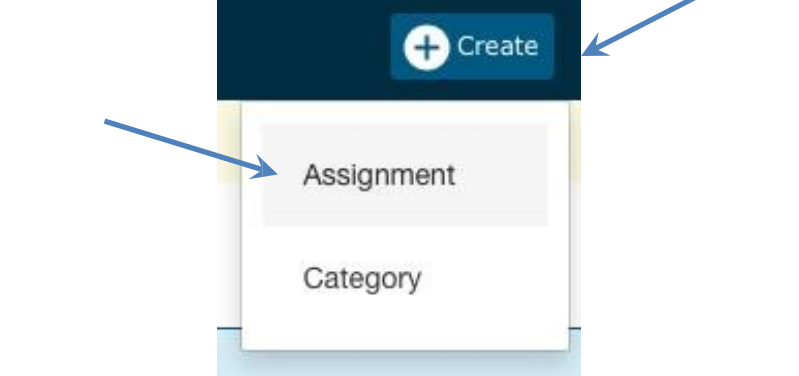
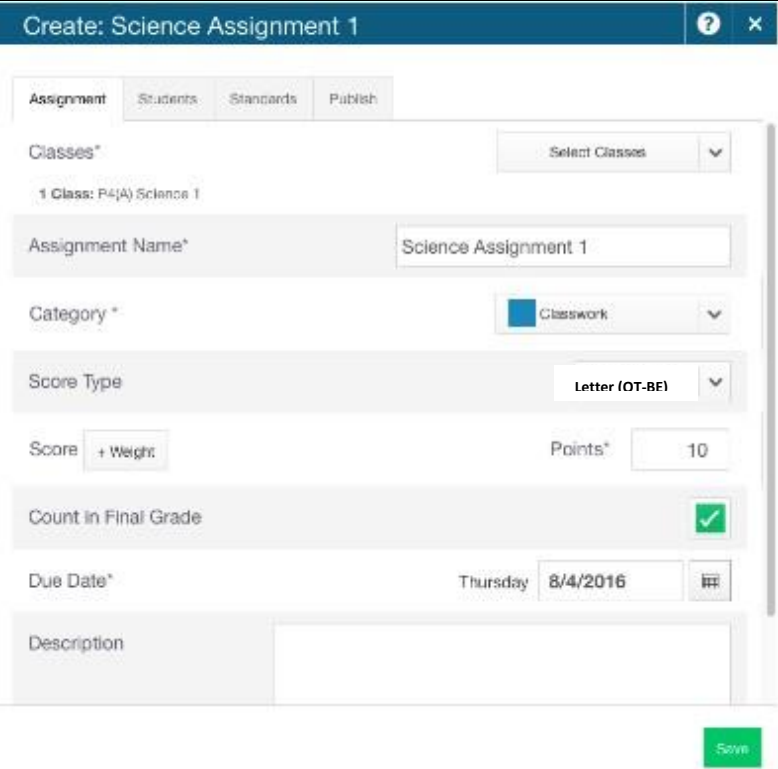

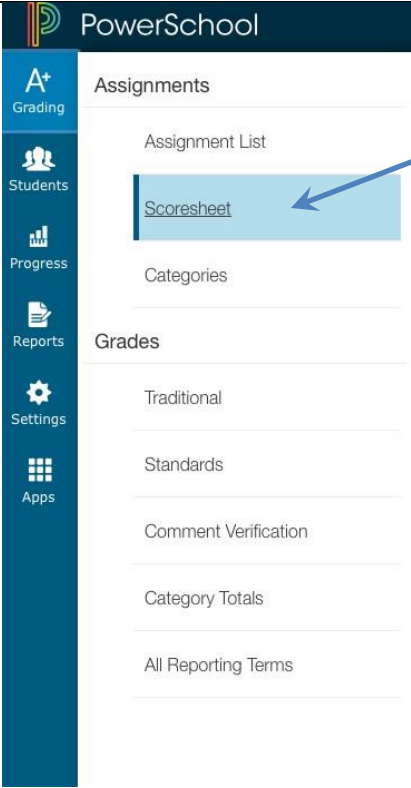




How to Input Elementary Grades (1-2) Social Studies and Science

(Do NOT override scores for an entire class – please create an assignment)

<p>Click on (1-2) Social Studies or Science</p>	 <p>The screenshot shows the PowerSchool interface. On the left is a 'Navigation' menu with options: PowerTeacher Pro, Start Page, Daily Bulletin, Schedule, Staff Directory, Meals, Personalize, Reports, and Recommendations. On the right is the 'Current Classes' section, which lists several classes. The 'Science 1' class, associated with P4(A) and PowerTeacher Pro, is highlighted with a blue arrow pointing to it. Other classes listed include Homeroom 1, Mathematics 1, Reading Language Arts 1, Social Studies 1, and Handwriting 1, all associated with PowerTeacher Pro.</p>
<p>Click +Create Choose Assignment</p>	 <p>The screenshot shows a close-up of the '+ Create' button in the PowerSchool interface. A blue arrow points to the 'Assignment' option in the dropdown menu that appears when the button is clicked. The 'Category' option is also visible below 'Assignment'.</p>

<p>Fill in the assignment name</p> <p>Be sure these are correct:</p> <p>Category- CLASSWORK</p> <p>Score Type- LETTER (OT-BE)</p> <p>SAVE the assignment</p> <p>OT = On Track AE = Approaching Expectations BE = Below Expectations</p>	
<p>Press the X at the top right to close the assignment details window</p>	

<p>Click the Grading icon in the charms menu to the left and choose Scoresheet from the menu</p>	 <p>The screenshot shows the PowerSchool interface. On the left is a vertical 'charms menu' with icons for Grading (A+), Students, Progress, Reports, Settings, and Apps. A blue arrow points to the Grading icon. The main area on the right is titled 'PowerSchool' and contains sections for 'Assignments' (Assignment List, Scoresheet, Categories), 'Grades' (Traditional, Standards, Comment Verification, Category Totals, All Reporting Terms), and 'Scoresheet'. A second blue arrow points to the 'Scoresheet' link in the Assignments section.</p>						
<p>Click in the blank grade box to enter your grade</p>	 <p>The screenshot shows a table of students. The first column is 'STUDENTS (6)' and the second is 'SCORE (8/4/2016)'. The first student is '1. Abdulbarr, Ahmad' and the second is '2. Adams, Ellanna'. A blue arrow points to a blank white box in the 'SCORE' column for Abdulbarr, Ahmad, which is the 'grade box' mentioned in the instruction.</p> <table border="1"><thead><tr><th>STUDENTS (6)</th><th>SCORE (8/4/2016)</th></tr></thead><tbody><tr><td>1. Abdulbarr, Ahmad</td><td></td></tr><tr><td>2. Adams, Ellanna</td><td></td></tr></tbody></table>	STUDENTS (6)	SCORE (8/4/2016)	1. Abdulbarr, Ahmad		2. Adams, Ellanna	
STUDENTS (6)	SCORE (8/4/2016)						
1. Abdulbarr, Ahmad							
2. Adams, Ellanna							

<p>Choose the letter grade from the scoring menu and press ENTER</p>	
<p>After grades have been entered for all students click SAVE located at the bottom right of the screen</p>	